

**Asian Development Bank
Best Practices in Sanitation and Wastewater Management**

Call for Papers

Introduction

The ADB invites individuals, organizations, companies and NGOs involved in the sanitation, hygiene and wastewater management sectors to submit papers in application to attend a hands-on workshop in September 2005. The objective of the workshop is to identify best practices and a way forward approach for ADB in this sector. Please see details below.

Background

1. For the past 25 years, development of sanitation and wastewater management in the ADB Developing Member Countries (DMCs) has generally lagged far behind the development in water supplies, despite the fact that they are mutually connected. This is partly due to lack of funding and partly due to lack of prioritization in DMC agendas. (Exceptions include Korea in the mid 1980s and the People's Republic of China in the 1990s). Yet the hygiene that goes with good water supply will probably fail if complementary sanitation and wastewater management is not also provided. It is time to make an assessment of what has been and what can be done. Business as usual is not an option for ADB or for most of its DMCs.

2. Also, in the last 25 years, technologies and approaches for sanitation and wastewater management have been developing. There may be viable alternatives to traditional, high investment/high cost solutions, depending on the local situation. Thinking "outside of the box", consider the ways in which developing countries have skipped the step of investing in land-line telephone technology and, instead, leaped ahead to cell phone technology.

3. ADB wishes to investigate the options and alternatives to find viable solutions for small, medium and large communities in its DMCs. For current purposes, we will define small communities as those having up to 10,000 inhabitants, large communities as having one million or more inhabitants and medium communities with 10,000 up to one million inhabitants.

4. ADB intends to convene a group of experts and NGOs in Manila during the week of 19-23 September 2005 in a hands-on working conference to examine alternative solutions and strategize a way forward for ADB and its DMCs in sanitation, hygiene and wastewater management.

5. This project will result in ADB publications covering the need for and most appropriate approach to development and management of sanitation and wastewater in the Asian Region. All participants will be acknowledged in these publications.

6. This Call for Papers invites individuals, public organizations, companies and NGOs to submit their ideas for consideration. Based on the submittals, ADB will select people to attend the working conference in Manila. This conference will give participants opportunities to network with their peers in the sector, learn from each other and contribute to achieving consensus on the way forward. All participants will receive honorable mention in the resulting publications. ADB will pay the expenses of participants to attend the working conference in Manila.

Call for Papers

7. **Due Date:** Papers are due no later than 15 August 2005 via electronic Word file according to the format provided in this call for papers. Submittals should be sent to Dr. Seetharam (kseetharam@adb.org), Ellen Pascua (epascua@adb.org) and Nancy Barnes (nbarnes3@austin.rr.com), the ADB consultant who is managing this project. If for any reason, you are not able to send your paper electronically, you can, as an alternative, send copies by mail as follows:

Dr. K. Seetharam	Ms. Nancy Barnes
Asian Development Bank	609 Kinney Avenue
6 ADB Avenue, Mandaluyong	Austin, TX 78704
1550 Metro Manila	USA
Philippines	

8. **Subject Matter Categories:** Paper Ideas and approaches may be:
- ✓ Technical and Engineering: physical or scientific solutions
 - ✓ Financial: financial sustainability and financing mechanisms
 - ✓ Legal: enabling frameworks, including sector organization and regulation
 - ✓ Institutional: policy, planning, organization and management
 - ✓ Social: especially in meeting the needs of women and children
 - ✓ Comprehensive – all of the above
9. **Content Categories:** Papers may deal with the following general subjects:
- ✓ Case Studies that highlight successful approaches, with preference given to comprehensive approaches
 - ✓ Alternative and innovative approaches with preference given to proven approaches and technologies
 - ✓ Case studies outlining a problem that needs to be solved with sufficient detail to facilitate problem-solving
 - ✓ Proposed best practices, with preference given to those that are substantiated by actual results
10. **Paper Scoring:** The ADB will select participants from among the submissions to attend the conference in Manila. The criteria for selection include the following:

Criteria Description	Points
Paper falls within Subject Matter and Content specified in numbers 8 and 9 above	20
Paper includes lessons learned or clear problem definition	25
Assertions are clearly supported by facts	20
Submitter's Country of Permanent Residence	
From ADB Developing Member Country	10
From other Countries	5
Paper is comprehensive covering 3 or more of the Subject Matter Categories in number 8 above	25
Total Maximum Score	100

11. **Selection of Participants:** ADB has formed a Steering Committee that will review the submittals along with the Project's consulting team. Each reviewer will independently score papers and the scores of all reviewers will be tallied and

averaged to ensure transparency and fairness. ADB will then select participants for the workshop according to Scores and resources available.

12. **Acknowledgement:** ADB reserves the right to include any or all papers in the workshop proceedings or resulting publications, whether or not the submitter is selected to attend the workshop. If you are not invited to participate and your paper is used in the workshop or included in the publications, your contribution will be acknowledged accordingly. By submitting your paper, you also give ADB the right to use it freely.
13. **Paper Content:** the following pages show the paper submittal requirements and provide the required format. We ask that you follow this format carefully so that we receive all submittals in the same format, which will greatly facilitate our efforts. Each submittal must include the following:
 - ✓ **Part A:** a summary of key information about your paper (required as shown)
 - ✓ **Part B:** an abstract or summary of your paper that is 200 words or less as well as key words that describe your paper that ADB may use in the future to facilitate search functions on its website (required as shown)
 - ✓ **Part C:** the content of your paper of no more than 5 pages excluding the Appendix. Part C suggests tables of contents for papers in different categories. You are not required to use any of these tables of contents if your paper does not readily fit within them. We provide them by way of illustration and guidance. However, we do ask that you put references and detailed documentation in the Appendix.
14. **Format and Submittal:** We encourage you to make use of this file and maintain the formats accordingly. If you choose to create the formats on your own (not recommended), please create your submittal in Microsoft Word, using Arial 12 bold fonts for titles and Arial 11 fonts for text. Format your pages as Portrait in A4 paper size. Please be mindful of the following:
 - ✓ **Due Date:** Papers are due no later than 15 August 2005
 - ✓ **Paper Limit:** 2 per person or organization
 - ✓ **Electronic File Name:** Please save your file with the author's name. If an author submits 2 papers, save one with the author's name and the number 1 and the second with the author's name and the number 2.
 - ✓ **Transmittal:** Please send your submittal to Dr. Seetharam at ADB (kseetharam@adb.org), Nancy Barnes (nbarnes3@austin.rr.com) and Ellen Pascua (epascua@adb.org). Ms. Barnes will be happy to acknowledge receipt.

**Asian Development Bank (ADB)
Best Practices in Sanitation and Wastewater Management**

Call for Papers - Submittal Forms

Part A		
Paper Title		
Author		
Subject Matter (Technical and Engineering, Financial, Legal, Institutional, Social or Comprehensive)		
Primary Content - Which of the following best describes your content? Successful Case Study, Problem Case Study, Proven Best Practice or New Technology		
Submitted by (name of individual author, company or organization)		
Submitter's Country of Residence		
Website	http://www.	
Person to Contact concerning this paper		
Email address		
Telephone (including country code)		
For ADB Use Only		
Reviewer Name		
	Maximum Points	This Paper
Subject falls within Subject Matter and Content	20	
Paper includes lessons learned or clear problem definition	25	
Assertions are clearly supported by facts	20	
Country of Submitter		
From ADB Developing Member Country	10	
From other Countries	5	
Paper is comprehensive, covering 3 or more of the Subject Matter Categories	25	
Total Score	100	

**Asian Development Bank (ADB)
Best Practices in Sanitation and Wastewater Management**

Call for Papers - Submittal Forms

Part B	
Abstract	
(Please summarize your paper in 200 words or less)	
Paper Title	
Author	
Keywords that Describe your Paper	

Part C Paper Content	
Title	
Author	
Email Address	
Telephone Number including country code	
Date	

Suggested Tables of Contents

For Successful Case Studies and Best Practices

1. Introduction: location, problem description, strategy, etc.
2. Situation Analysis
3. Description of Interventions, Approaches or Projects
4. Results
5. Lessons Learned
6. Proposed Best Practices

For Case Studies of Problems Needing Solutions

1. Introduction covering location and problem definition
2. Situation Analysis: describe the socio-economic characteristics of the area involved and quantify the problem to the extent possible (population size, percentage of population with potable water service, percentage with sanitation or wastewater, etc.)
3. Description of Problem that needs to be solved
4. Preliminary Approaches that you are Considering

For Alternative or Innovative Technologies

1. Description of the Technology
2. Benefits and Drawbacks
3. Appropriate Application: when and where this technology can be applied
4. Results that can reasonably be expected
5. Lessons Learned
6. Best Practices

For All

Appendix

- A. References
- B. Supporting Information